

Job Title:	Clinical Quality and Safety Manager (CQSM)
Location:	Ringwood Office Damastown Close Dublin 15
Reports to:	Head of Services
Sector:	Charities
Hours:	35 hours per week. Some out of hours work may be required.
Job Type:	Full Time (Permanent)
Salary:	Competitive
Purpose:	The Clinical Quality and Safety Manager will have oversight and responsibility for all elements of clinical governance (Therapeutic & Medical) to include; policy, procedure and process, structure and organisation, standards and audit, risk management and statutory and non-statutory reporting within and on behalf of CTC.
Contact Email:	Justinah.bello@coolminetc.ie
Application Ref.	HR/DUB/FLM /CQSM/0522

Coolmine is a leading drug and alcohol treatment centre providing community, day and residential services to men and women with problematic substance use and their families in Ireland. Established since 1973. Coolmine Therapeutic Community believes that everyone should have the opportunity to overcome addiction and lead a fulfilled and productive life.

We now have a vacancy for Clinical Quality & Safety Manager. The successful candidate will report to Head of Services and be responsible for all elements of clinical governance (Therapeutic & Medical) to include; policy, procedure and process, structure and organisation, standards and audit, risk management and statutory and non-statutory reporting within and on behalf of Coolmine.

ROLE RESPONSIBILITIES: (INCLUDE, BUT NOT LIMITED TO)

Quality Assurance and Continuous Improvement

- Attend regional Clinical Quality and Safety Groups region and report accordingly, Quality Assurance- Standards & continuous improvement plans an agenda item
- Ensure Quality standards are met and a system of continuous review is in place. E.g.: HIQA Principals & Standards of Care & SBHC
- Manage the Nursing team medication administration practice through line management and regular Medication Audits reports.
- Chair Child Protection working group and ensure continuous review of Child Protection compliance, i.e. Children First Implementation, Self-Audit Checklist, Child Protection Policy & Safeguarding Statements

Clinical Risk Management and Safety

- Ensure safe admission and treatment planning for clients presenting with complex needs.
- Monitor/Review/Risk Assess Complex Admissions & compile report
- Provide expert advice and clinical case management support for clients with complex needs post programme engagement.
- Establish, and chair, interagency case conference for clients with complex needs-medical & therapeutic needs- pre and post admission.
- Manage complaints that are clinically related as per internal policy and procedure

Clinical Medical & Therapeutic Procedures & practice

- Support care plan progression, including liaison with community & healthcare clinicians- when required.
- Oversight of OST and detox programmes, liaise with GP in regards to delivery of Benzo, Librium, methadone detoxification programmes.
- Review and oversight of clinical-therapeutic and medical-policies, procedures and practice.
- Bi monthly meetings with regional Visiting Medical Officers in residential services to review the service.
- Train, audit and ensure good practice in implementation of medication prescribing and management in services.
- Clinical supervision Support to the CTC Clinical nurse manager role & nursing team.

Leadership & Management

- Provide Line Management support/Performance Agreements and reviews to Coolmine Nurse Team Leaders.
- Lead organisation nursing strategy/review and ensure implementation

Staff Training & Development

- Input into the clinical-therapeutic and medical- training needs of the organization via the training and development committee
- Be a core member of the Organisational Training Sub Committee to input into the clinical-therapeutic and medical- training needs of the organisation.
- Provide/arrange training for staff in mental health, dual diagnosis, substance misuse, medications and impact on client behaviour/well-being

Statistics and Trends Analysis

Respond/Guide with trends identified from internal reporting system that are clinically related.

Services Accidents and Incidences

Chair the clinical quality and safety group and provide expertise on clinical issues reported via the internal accident and incident reporting system.

Clinical Supervision

- Responsible for clinical supervision of nurses
- Meet with Clinical Supervisors providing staff support and report to HOS

PERSON SPECIFICATION

EDUCATION

Essential:

- CNM3 or above,

SKILLS & EXPERIENCE (EVIDENCE OF)

Essential:

- Addiction Training
- Minimum 3 years work experience in a similar role.
- Strong interpersonal and communication skills
- Ability to lead a team - manage and motivate staff
- Ability to prioritise, plan and organise
- Proven capacity to deliver clear reports, documentation and presentations to a range of stakeholders, internally and externally
- Commitment to the delivery of quality service
- Comprehensive knowledge of relevant legislation and regulations.
- Professionalism and discretion with ability to manage sensitive situations in confidence and with tact and diplomacy.
- Must be able to work collaboratively, with a range of colleagues in the wider organisation, as well as with external stakeholders.

Desirable:

- Additional managerial qualification
- Experience within homeless, addiction or mental health sectors
- Experience and working knowledge of risk management strategy and systems
- An understanding of Charity legislation and regulation
- Demonstrable experience of establishing positive and productive relationships at senior level.

COMPETENCIES:

- Resilience, positive outlook and openness to change
- Client focus
- Drives results
- Ensure accountability
- Effective team working
- Manages conflict
- Planning & organising
- Demonstrates self-awareness

Application Process:

Interested candidates who meet the Person Specification requirements should send their CV & cover letter with application reference code HR/DUB/FLM /CQSM/0522 to Justinah Bello HR Manager at justinah.bello@coolminetc.ie.

The closing date for applications is **5pm on Friday 27th May, 2022.**

Coolmine Therapeutic Community is an equal opportunities employer.